

Amendments to the Claims

Claims 1-5 (Cancelled).

Claim 6 (Currently amended): The method of claim ~~[[1]]~~22 wherein the set of high performing individuals ~~subject-matter experts~~ comprises one or more persons.

Claims 7-8 (Cancelled).

Claim 9 (Currently amended): The method of claim ~~[[1]]~~22 further comprising surveying a potential applicant for said job to derive how said characteristics relate to said potential applicant.

Claim 10 (Currently amended): The method of claim 9 further comprising comparing the surveying of the potential applicant with the surveying of the set of high performing individuals ~~subject-matter experts~~.

Claim 11 (Cancelled).

Claim 12 (Currently amended): The method of claim ~~[[1]]~~22 wherein the existing employees include the set comprising employees in said job, employees subordinate to said job, employees superior to said job, customers interfacing with said job, and peers to said job.

Claim 13 (Original): The method of claim 12 further comprising surveying a set of existing employees regarding said job to derive how said existing employees demonstrate said characteristics relative to said job.

Claim 14 (Original): The method of claim 12 further comprising providing feedback to a said existing employee in said job based on the surveying of existing employees.

Claim 15 (Withdrawn): A method for identifying competencies (soft skills) required for superior performance for a given job comprising:
determining a Set of Competencies;
presenting a Position Survey to one or more persons having prior familiarity with the position;
deriving performance criteria relative to said position from the Position Survey;
reporting said performance criteria.

Claim 16 (Withdrawn): An system for identifying competencies (soft skills) required for superior performance for a given job comprising:
a computer having a memory;
software operatively associated with said computer and memory;
the software generating a survey for one or more incumbents in a given job or position, the survey being based on a set of observable behaviors for performance in jobs;
the software compiling answers to said survey and generating a report that characterizes the job or position based on the observable behaviors.

Claim 17 (Withdrawn): The system of claim 16 wherein the software further generates a survey for an applicant for said job or position, the survey being based on the set of observable behaviors.

Claim 18 (Withdrawn): The system of claim 17 wherein the software further generates a report characterizing the applicant relative to the observable behaviors.

Claim 19 (Withdrawn): The system of claim 18 wherein the software further generates a survey for any of the set comprising incumbents in the job or position, co-workers to the incumbent, superiors to the incumbent, or subordinates to the incumbent, the survey being based on the set of observable behaviors..

Claim 20 (Withdrawn): The system of claim 19 wherein the software further generates a report characterizing the incumbent relative to the survey of claim 19.

Claim 21 (Cancelled).

Claim 22 (New): A method of evaluating potential job performance of applicants or existing employees for a specific job, comprising:

- (a) defining a set of competencies relevant to performance in the specific job;
- (b) ranking the set of competencies in order of importance for the specific job to provide a set of defined job characteristics for the specific job;

- (c) surveying a set of high-performing individuals in the specific job to ascertain if they possess the competencies specified by the job to validate the set of competencies defined for the specific job;
- (d) preparing a report regarding ranking of the set of defined job characteristics;
- (e) providing a set of proposed interview questions related to the set of defined job characteristics to assist hiring authorities to plan structured selection interviews;
- (f) surveying an applicant or existing employee regarding said job to ascertain how said applicant or existing employee demonstrates said set of defined job characteristics; and
- (g) reporting a comparison of potential performance of the applicant or existing employee based upon demonstration of said defined job characteristics.

Claim 23 (New): A method of evaluating potential job performance of applicants or existing employees for a specific job, comprising:

- (a) defining a set of competencies relevant to performance in the specific job;
- (b) ranking the set of competencies in order of importance for the specific job to provide a set of defined job characteristics for the specific job;
- (c) surveying a set of high-performing individuals in the specific job to ascertain if they possess the competencies specified by the job to validate the set of competencies defined for the specific job;
- (d) preparing a computerized report regarding ranking of the set of defined job characteristics;
- (e) providing a set of proposed interview questions related to the set of defined job characteristics to assist hiring authorities to plan structured selection interviews;

- (f) surveying an applicant or existing employee regarding said job to ascertain how said applicant or existing employee demonstrates said set of defined job characteristics; and
- (g) reporting a computerized comparison of potential performance of the applicant or existing employee based upon demonstration of said defined job characteristics.